



ADDENDUM #2

RFP # 16-DHHS-DCBCS-NHH-02

Maintenance and Repair Services of Food Service Refrigeration Equipment

On July 13, 2015, the New Hampshire Department of Health and Human Services published a request for proposals, soliciting proposals for the provision of preventative maintenance and emergency repairs to refrigeration equipment located at the New Hampshire Hospital (NHH) Acute Psychiatric Service (APS) facility and the Brown Building located within the Hugh J. Gallen State Office Park.

The Department is publishing this addendum to:

1. Delete and replace Section 6 Proposal Process, Paragraph 6.3.1.3 with the following:

6.3.1.3 Questions will only be accepted from Bidders by the deadline given in Section 6.2, Procurement Table.
2. Delete and replace Section 6 Proposal Process, Paragraph 6.3.2.1 with the following:

6.3.2.1 DHHS intends to issue responses to properly submitted questions by the deadline specified in Section 6.2 Procurement Timetable. Oral answers given are non-binding. Written answers to questions will be posted on the DHHS Public website (<http://www.dhhs.nh.gov/business/rfp/index.htm>). This date may be subject to change at DHHS's discretion.
3. Delete and replace Section 9. Instructions for Proposal Presentation, Paragraph 9.2 Transmittal Cover Letter with the following:

9.2 Transmittal Cover Letter – The letter must contain the following:
 - Marked as:
State of NH RFP 16-DHHS-DCBCS-NHH-02
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 - Bidding company's letterhead that identifies the submitting organization.
 - Identify the name, title, mailing address, telephone number and email address of the person authorized by the organization to contractually obligate the

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organization

- Acknowledge that the Bidder has read this RFP, understands it, and agrees to be bound by its requirements
- Explicitly state acceptance of terms, conditions, and general instructions stated in Section 8, Mandatory Business Specifications, Contract Terms and Conditions
- Confirm that Appendix A Exceptions to Terms and Conditions is included in the proposal
- Explicitly state that the Bidder's submitted Proposal is valid for a minimum of two hundred forty (240) days from the Closing Date for receipt of proposals
- Date proposal was submitted
- Signature of authorized person